

ANNOUNCING *NEW* EDUCATION PARTNERSHIP!



BIS: BACHELOR OF INTERDISCIPLINARY STUDIES

Tempe Learning Center is pleased to announce a *new* Bachelor's Degree Program through Arizona State University **beginning January, 2005!**

The BIS degree is available for all eligible City of Tempe employees

(Employees must also be determined eligible by ASU for participation in the on-site program)

Class days/time: Mondays/Wednesdays - 6:00 p.m. - 9:00 p.m.

Location: TLC Classroom.

If you are interested in applying, please print this information check sheet that outlines *all required steps* for admission into the program.

For additional questions, please contact TLC:

Gretchen Maynard x5310 -- Wydale Holmes x5312 -- Whitney Brown x5313

INFORMATION CHECK SHEET

SESSION	DATE	LOCATION
Step 1	INFORMATION SESSIONS All interested employees are required to attend one session.	Wednesday, August 11 11:00 a.m. - 1:00 p.m. Wednesday, August 18 5:30 p.m. - 7:30 p.m.
		City Council Chambers TLC Classroom
Step 2	RECRUITMENT / PRE-ADMISSION ADVISEMENT APPOINTMENTS Employee schedules a 1 hour appointment with the advisor - bring unofficial transcripts!	Wednesday, August 18 9:00 a.m. - 5:00 p.m. Tuesday, August 24 9:00 a.m. - 5:00 p.m. Tuesday, August 31 9:00 a.m. - 5:00 p.m.
		TLC Production Office TLC Production Office TLC Production Office
Step 3	APPLY ON-LINE FOR UNIVERSITY ADMISSION	Deadline: Friday, September 17
		Employee applies on-line. NOTE! The website address to apply will be provided during the Information Sessions.
Step 4	EMPLOYEE AGREEMENTS TO TLC	Deadline: Friday, September 24
		Employee completes agreements and sends to TLC by deadline date.
Step 5	BIS PROGRAM ACCEPTANCE NOTIFICATION	Deadline: Monday, November 1
		Employee receives program acceptance letter from ASU Extended Ed Office - send copy of letter to TLC by deadline date.
Step 6	ASU/BIS ORIENTATION For all employees accepted to the program and have completed all steps.	Wednesday, December 8 6:00 p.m. - 9:00 p.m.
		TLC Classroom